



THE COMMUNITY CARE LICENSING DIVISION'S Quarterly Update

Fall 2017

CHILDREN'S RESIDENTIAL UPDATE

Children's Residential Licensing Program Mission:

The Children's Residential Licensing Program licenses and monitors Adoption Agencies (AA), Foster Family Agencies (FFA) and Certified Family Homes (CFH), Foster Family Homes (FFH), Resource Family Homes (RFH), Group Homes (GH), Crisis Nurseries, Runaway & Homeless Youth Shelters (RHYS), Small Family Homes (SFH), Transitional Housing Placement Programs (THPP), and Short-Term Residential Therapeutic Programs (STRTP) in an effort to ensure that they provide a safe and healthy environment for children who are in residential care.

A Note from Pamela Dickfoss, Deputy Director

The recent devastating fires remind us that no one is immune from a disaster. Not only were facilities impacted but many of our staff were personally impacted by evacuation or loss of personal property. As we all know too well, the consequences of these disasters can be catastrophic. Times like these clearly demonstrate the importance of maintaining a disaster and mass casualty plan of action that adequately prepares staff, children, and all affected individuals in the event of an emergency or disaster.

CCL has been reaching out to facilities impacted by the fires to see what the impact was and how we can assist. For those facilities that are requesting a "Change in Location" due to the fires, fees will be waived.

Thanks to all for your dedication to serving California during this time of tremendous need.

INSIDE THIS ISSUE	
<u>Program Changes</u>	2
<u>AB 2231 Civil Penalties</u>	3
<u>New MARs and JV-220 Process</u>	3
<u>Back-to-School Tips</u>	4
<u>Learning Money Management</u>	4
<u>Fall Health and Safety Tips</u>	5
<u>New System News</u>	5
<u>Changes to Management</u>	6

Program Changes

Changes are always on the horizon and we are ready to jump in and tackle these opportunities to improve services and relationships with our community partners.

The Children's Residential Policy and the Resource Family Approval (RFA) Units have been working closely together on the development of the next version of both the RFA Written Directives and Foster Family Agency Interim Licensing Standards.

Over the past couple of months, the Department has conducted stakeholder workgroups to engage counties, FFAs and community partners in the process of creating policy changes for the RFA program. We anticipate releasing these changes in early 2018.

Program statement reviews, reviews of revision and technical support meetings are continuing in full force for Short-Term Residential Therapeutic Programs as well as FFAs. We are impressed with the overall quality and thoughtfulness of these program statements and are looking forward to the quality services that will be provided to the children we serve. [Regulations](#) implementing Assembly Bill 388 (Chesbro), legislation passed in 2014, were finalized by the Office of Administrative Law in August. The law is intended to reduce the incidence of foster youth being inappropriately referred to, and detained in, the juvenile justice system for minor incidents and behavioral issues solely due to their status as a foster youth. The regulations, which take effect October 1, implement statutory changes made by the law; facilitate the Department's ability to meet the law's mandates on data collection, reporting and inspections; and modify policies concerning contact between law enforcement

and children served in licensed community care facilities.

Also taking effect on October 1 are [regulations](#) that amend the training, personal rights, and bedroom sharing sections of Group Home, Foster Family Home, Certified Family Home, Community Treatment Facility, Transitional Housing Placement Program, and Small Family Home regulations. These changes implement Assembly Bill (AB) 1856 (Ammiano) from 2012, which mandated that every caregiver receive instruction on cultural competency and sensitivity relating to, and best practices for, providing adequate care to lesbian, gay, bisexual, and transgender (LGBT) youth, and Senate Bill 731 (Leno) from 2015 which added a personal right for children to be placed according to their gender identity regardless of the sex or gender listed on the court or child welfare documents.

Foster Youth Education Program

Last year the Foster Youth Education Program was able to double the number of former foster youth scholars that the Fund was assisting in attending college from 28 to 58. In addition, through the generosity of CDSS, we donated a large number of used laptops to former foster youth attending Sac State and the Los Rios Community Colleges allowing all 58 of the youth to receive one. While 85% of College students have a laptop and internet access, only 20% of former foster youth have laptops. For the great majority of our scholars this is the first time in their lives they have had their own laptop and that has made a huge difference in their lives.

AB 2231 Civil Penalties Provisions

Amongst other changes that have taken effect on July 1, 2017 pursuant to [Assembly Bill \(AB\) 2231 \(Chapter 823, Statutes of 2016\)](#), there has been an increase in civil penalty fines for violations of licensing requirements.

The following consist of some highlights:

- The civil penalty for violations that are not corrected, after being provided a specified length of time to correct, is increased to \$100 per violation per day.
- The civil penalty for a repeat of the type of violation that is provided a specified length of time to correct before a penalty is assessed, has increased to \$250 per violation for the first day, and then \$100 per violation each day until corrected.
- Issuance of an immediate civil penalty of \$500 per violation, and then \$100 per violation for each day the violation continues after the citation, for certain specific violations.
- A repeat of these specific violations within 12 months of the prior violation will result in an immediate civil penalty of \$1,000 per violation, and then \$100 for each day the violation continues after the citation.
- A civil penalty will be due and payable after administrative appeals have been exhausted. A civil penalty not paid within 30 days shall be subject to late fees. (Until regulations regarding late fees are developed, late fees will not be imposed.)

For more information, please consult the following source: [PIN 17-02-CCLD](#)

Psychotropic Medication Usage and Medication Administration Record (MAR) Updates

[Senate Bill \(SB\) 484 \(Beall; Chapter 540, Statutes of 2015\)](#) requires inspection of group home facilities at least once per year if they have a utilization rate of psychotropic medication for children residing in the facility warranting additional review. The first round of statewide inspections concluded in January of 2017. The [report](#) can be found on our webpage. [Provider Information Notice \(PIN\) 17-10-CRP](#) that provides information about the report has also been published on our website. Many lessons have been learned this first year of implementation and we anticipate the second year of reviews being just as informative. Training and inspections begin next month.

Additionally SB 484 added specific recordkeeping requirements for facilities serving children and youth who are prescribed

psychotropic medications (as specified under [Health and Safety Code \(HSC\) §1507.6](#)). The Department recently released two new Medication Administration Record (MAR) forms, the [LIC 622A](#) and [LIC 622B](#).

Use of the LIC 622A and LIC 622B is optional. They are available for use by all licensed community care facilities and homes serving children. Although the LIC 622A is used for non-psychotropic medications, its format is standardized to match that of the LIC 622B, allowing for optimized flow and consistency in the recording of information and its review.

To ensure greater quality and accuracy of the information provided for the purposes of obtaining the juvenile court's authorization for the use of psychotropic medications, [SB 238 \(Chapter 534, Statutes of 2015\)](#) required

changes resulting in revisions to the JV-220 application process.

These changes were intended to help include key assessment information and rationale for the medication(s) proposed for use. For more information, please consult the following:

- [PIN 17-06-CRP](#)
- [PIN 17-10-CRP](#)
- [Notice of Form Change No. 17-061](#)
- [ACL No. 17-45](#)
- [ACL No. 16-37](#)

Fall 2017 Back-to-School Tips: Consistent Time and Space for Homework

According to the [American Academy of Pediatrics](#), the keys in helping to develop good study habits in children are (1) keeping to a consistent time for homework (2) having a dedicated work space that is conducive to study and free of distractions (this may be the child's bedroom or another area of the home suited to the same purpose) (3) assistance with assignments from the caregiver and (4) time management.

All of the above aspects are essential to the overall learning experience, as these are skills that would carry over to the working world one day.

Caregiver involvement in helping children and youth with homework (based on need or appropriateness) sends a powerful message about the value of homework.

Recommended Regulatory Review:

- Buildings & Grounds: FFH: [§89387\(n\)](#); RFH: §88487.1(a)(7)
- Fixtures, Furniture, Equipment, & Supplies: GH & STRTP: [§84088\(i\)](#); §87088(i)
- Responsibility for Providing Care and Supervision: FFH: [§89378\(a\)](#); RFH: §88487.13(a); GH & STRTP: [§80078\(a\)](#); §87078(d)(6) Core Services and Supports: §87078.1(a)(3)

Encouraging Money Management in Foster Youth

Learning money management in a way that helps ensure successful transition into young adulthood involves more than just picking up a set of tools and techniques in managing one's day-to-day personal finances. Learning how to balance a checkbook, an allowance ledger, or conducting simple banking transactions either online or in person are examples of these. For the youth who has learned to strongly identify the act of spending money with his or her rightful and unique expression of freedom, happiness, and self-empowerment, learning money management could present an uphill battle. If youth are only given technical-level instruction, the message of what spending money signifies to the youth (beyond what is

reasonable) remains unchallenged and therefore unchanged.

A trusting relationship with the caregiver may just be the ideal backdrop for having a conversation with the youth and exploring this issue at the deeper level. Combined with the numerous resources that are already out there to teach the ABCs of financial literacy, this may just bring us a step closer to providing that "full picture" of sound money management.



Further Reading and Resources:

- [FDIC: Smart Money for Young People](#)
- [Financial Literacy and Education Commission](#)
- [How Financially Literate are Today's Youth?](#)
- [Teaching Children Money Habits for Life](#)

Recommended Regulatory Review:

- Safeguarding Cash: FFH: [§89226](#); RFH: §88487.7(a)(6); GH & STRTP: [§80026](#); [§84026](#); §87026
- Responsibility for Providing Care and Supervision: FFH: [§89378\(a\)](#); RFH: §88487.13(b); GH & STRTP: [§80078](#); [§84078](#); §87078(d)(1)
- Core Services and Supports: §87078.1(a)(4)

Fall Health and Safety Tips: Food Preparation and Allergies in Children

With the holidays approaching, occasions to sample the rich array of seasonal treats and festive dishes will likely be on the rise. Caregivers are reminded to exercise caution in the area of food preparation, especially when children in care have food allergies or other sensitivities.

The [Centers for Disease Control and Prevention \(CDC\)](#) provides many helpful tips and lists of facts on the subject of food safety; including food preparation, food storage, and other featured subjects. Caregivers may wish to consult this source in their ongoing efforts to ensure compliance with statutes and regulations.

According to the CDC, [food allergies](#) are a growing food safety and public health concern that affect an estimated 4% to 6% of children in

the United States. Caregivers are required to maintain accurate information on a child's allergies and are furthermore responsible for excluding all allergy-causing food items particular to the child from that child's diet.

Recommended Regulatory Review:

- Admission Procedures: FFH: [§89468\(b\)\(1\)](#); RFH: [§88068.1\(b\)\(1\)](#); [§88070\(a\)\(1\)\(E\)](#); GH & STRTP: [§84068.1\(b\)\(1\)](#); §87068.1(c)(1)
- Children's Record: FFH: [§89370\(a\)\(2\)](#); RFH: §88487.7(a)(2); GH & STRTP: [§84070\(b\)\(5\)](#); §87070(b)(5)
- Food Service: FFH: [§89376\(a\)](#); RFH: §88487.11(a); GH & STRTP: [§80076\(a\)\(1\)](#); [§84076](#); §87076

New System News

The Child Welfare Digital Services (CWDS) is developing the Child Welfare Services-New System (CWS-NS) to gradually replace the "legacy" databases currently in use.

The Certification, Approval, and Licensing Service (CALS) of the New System will provide an integrated, user-friendly statewide database for use by Counties and the Community Care Licensing Division (CCLD).

This system will eventually be adapted for the Adult and Senior Care Program and the Child Care Program as well. For more information:

- Reach out to the CWDS CALS Team with questions or ideas directly at: CWDSCALS@osi.ca.gov.
- Stay informed: [Subscribe](#) to the CWDS Stakeholders mail list.
- Visit the website: <https://cwds.ca.gov/>. ("Dashboard" has links to each team's work; "For Stakeholders" has links to events including the Monthly Solutions Demos,

Quarterly Stakeholder Forums, Reports, and much more.)

- Following CWDS on social media,

including: [Facebook](#), [Twitter](#), [YouTube](#), and [GitHub](#).



Child Welfare Digital Services

Changes to Management

Congratulations to Monique Turner-Marshall, Regional Manager, Monterey Park Children's Residential Program Regional Office! Monique Turner-Marshall began her position as the new Regional Manager at the Monterey Park Children's Residential Program

(CRP) Regional Office on September 5. Prior to joining this office, Ms. Turner-Marshall was a Licensing Program Manager at the Culver City CRP Regional Office for almost five years.

Please remember to check for new [Provider Information Notices \(PINS\)](#).

IMPORTANT INFO AND PHONE NUMBERS

Centralized Complaint Information Bureau (CCIB)	1-844-538-8766
Foster Care Rates	916-651-9152
Caregiver Background Check Bureau (CBCB)	1-888-422-5669
Foster Care Ombudsman	1-877-846-1602
CCL Public Inquiry and Response	916-651-8848
Technical Support Program	916-654-1541

Notes and Credits

The Community Care Licensing Division (CCLD) publishes the Children's Residential Program Quarterly Update for the benefit of Licensees, Parents, Clients, Residents, and Stakeholders.

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